

CODE OF CONDUCT
(Rules & Regulations)
for students studying at the Institute of Biology and Medicine

1. **Attendance** of all lectures, tutorials, laboratory classes, and all other requirements given in each course to a medical student are compulsory. Medical students must attend all classes wearing white coats.
2. **Group leaders** must record any student absence(s) of their groups in the Journals of Student Attendance, these to be signed by the teacher after each class.
3. Any missed, by a justified reason, seminars and practicals must be compensated by attending a similar class (e.g. with another group) or other arrangements to be discussed and agreed with the teacher. In any case, permission for this must be obtained from the **Deputy Director** of the Institute (Division of Medicine). You will need to request such permission in writing, by completing a form (this can be taken in Room 363) to indicate the name of the discipline, missed topic of the class, its date and the reason why you were absent, with supporting documents when applicable.
4. **Late arrivals** to the class (by more than 15 minutes) are strictly prohibited. However, if this should happen the student cannot be admitted to the class; instead he/she must register in Room 124 (Reading Room for self studies), while indicating his/her name, date, and times of arrival and departure asserted by signatures. The student must stay in the Reading Room until his/her next class commences.
5. The **English language** is the only language of communication allowed during all classes.
6. Conducting a re-evaluation of the level of knowledge of students (re-writing test papers, redoing of practical / laboratory works, etc.) is prohibited.
7. In case any problems or questions arise (for the teacher or the administration of the Institute), the student should contact the Group leader in the first instance, who will then inform the **Curator** and / or the **Leader of all groups** about the situation that has arisen (if necessary, they can contact the administration of the Institute).
8. Students, faculty, and the administration all have important roles in maintaining an honest and secure learning environment at the Institute of Biology and Medicine, and follow the **General Academic Conduct rules**. Any student misconduct is taken seriously, and students who violate the above rules are subject to disciplinary sanctions.
9. Every student is required to respect the rights of fellow students and the authority of the University academic and other staff in the performance of their duties and at all times to observe the criminal laws of Ukraine and the rules and regulations of the University and to conduct themselves in a manner consistent with the academic environment of the Institute of Biology and Medicine;
10. Every student is required to respect personal safety, as well as the property of the University and/or of other students, members of the University staff or other persons working in or visiting the University.

Administration of the «Institute of Biology and Medicine»



Ostapchenko L.I.